

1 Choose the correct answer:

1. When conducting research, it is necessary to mention the .... in the final report.
   - a. articles
   - b. outline
   - c. sources of information

2. .... are always written and verified by experts.
   - a. Reliable sources
   - b. Inaccurate
   - c. Unreliable sources

3. Facebook, Wiki pages, and blogs are .... sources.
   - a. reliable
   - b. accurate
   - c. unreliable

4. .... is the first step of conducting a digital search and obtaining reliable content.
   - a. A reliable source
   - b. Defining the topic of the research
   - c. The scheme

5. Social media sites, such as .... may include information full of opinions and errors
   - a. Facebook
   - b. EKB
   - c. Google

6. Ahmed wrote a research paper on tourism in Egypt and he quoted a part of a research from the Egyptian Knowledge Bank platform, as he must ....
   - a. refer to publishers or authors in the research paper
   - b. publish the research without referring to the publishers
   - c. share the researches of others to sell them without their permission

7 It is essential that your research plan includes ....

a. paragraphs providing information

b. information of questionable authenticity   c. digital blogs

8 When conducting a digital search, your outline must include

....

a. an introduction to the research topic

b. details far from the research topic

c. unreliable information

2 Put (✓) or (✗):

1 Unreliable sources provide information with some errors. (   )

2 It is preferable for you to consult your teacher about trusted resources. (   )

3 All social network sites contain reliable information. (   )

4 Focus only on the topic you are researching. (   )

5 Facebook, Wiki pages, and blogs are reliable sources. (   )

3 Arrange the following steps:

1 (............) Gather your notes and trusted information.

2 (............) Evaluate the sources. Are they reliable?

3 (............) Write a conclusion or final thoughts on the information you have provided.

4 (............) Focus only on the topic you are researching.



1 Choose the correct answer:

1. When the information is urgent, it is preferable to use .... communication.
   a. asynchronous b. synchronous c. paper letters
2. .... communication is suitable between people who do not know each other well.
   a. Synchronous b. Asynchronous c. No correct answer
3. Online learning environments include .... communication.
   a. synchronous b. asynchronous c. a & b
4. If you make a video to share, you can edit out your verbal mistakes by .... communication.
   a. synchronous b. asynchronous c. a & b
5. Which of the following situations is appropriate for simultaneous communication?
   a. Contacting the police to report an incident of theft.
   b. Calling your colleague to find out the date of the scheduled trip at the end of the year.
   c. Calling your colleague to talk to him about a topic you learned today at school.
6. Simultaneous communication is appropriate ....
   a. between people who do not know each other.
   b. between friends or family members.
   c. with someone who asks you a question that requires thinking
7. With .... learning, participants can receive immediate feedback.
   a. asynchronous b. synchronous c. a & b
8. .... communication allows more time to gather the information, resources, thoughts, and opinions before answering the questions.
   a. Synchronous b. Asynchronous c. Simultaneous

2 Put (✓) or (✗):

1. Synchronous communication doesn't happen in real-time. ( )
2. Simultaneous communication is appropriate when it is between close family members. ( )
3. Asynchronous communication is appropriate when the information is important and requires rapid action. ( )
4. Online learning environments include synchronous communication only. ( )
5. We use simultaneous communication to have conversations with people who live far from us. ( )
6. The internet only allows us to communicate simultaneously. ( )
7. Simultaneous communication is not always a good thing. ( )

3 Select the appropriate type of communication in each of the following situations:

Situations	Synchronous	Asynchronous
1 Members of a team sending their opinions about a project using emails.		
2 A football match is live on a TV channel.		
3 An article on a journal is about the history of ancient Egyptians.		
4 You contacting the ambulance to report an accident.		
5 You commenting on your friend's post on Facebook after you go home.		
6 Students communicating virtually with their teachers through Zoom.		
7 Students sending their tasks through Edmodo after thought and preparations.		
8 Holding a virtual meeting between close family members.		



1 Choose the correct answer:

1. Gautam Shah has worked as a/an .... in many countries.
   a. filmmaker b. anthropologist c. IT specialist

2. Gautam Shah is the founder of ....
   a. Internet of Elephants b. National Geographic
   c. Egyptian Knowledge Bank

3. .... is protecting animals in their natural habitats.
   a. Augmented reality b. Wildlife conservation c. Digital wildlife

4. You can watch wildlife while you are in your home using .... technology.
   a. artificial intelligence b. anthropology c. augmented reality

5. Internet of Elephants designs interactive ....
   a. movies b. games c. animations

6. Gautam Shah uses .... to save the wildlife.
   a. technology b. games c. a & b

7. .... is used to collect the data needed to design interactive online games.
   a. GPS b. Animation c. Augmented reality

8. You can see many archaeological sites inside and outside Egypt while you are at home using ....
   a. augmented reality b. piracy c. digital footprint

2 Put (✓) or (X):

1. Augmented reality technologies help to provide information to you interactively. ( )
2. Internet of Elephants is an organization concerned with wildlife. ( )
3. Internet of Elephants uses the data collected via the GPS to design interactive games. ( )
4. Wildlife conservation is protecting animals in the zoo. ( )
5. Mr. Shah believes that using technology in online games brings wildlife into people's daily lives. ( )
6. Internet of Elephants creates unique mobile games using augmented reality. ( )

3 Complete the following sentences using the words between the brackets

(IT specialist - augmented reality - GPS - Wildlife conservation)

1. .... is protecting animals in their natural habitats.
2. Internet of Elephants creates unique mobile games using ....
3. Gautam Shah worked in many countries as ....
4. They use the data they collected by .... to create interactive online games.



1 Choose the correct answer:

1. .... is an attempt to answer your question with an explanation that can be tested.
   a. Hypothesis building b. Hypothesis testing c. Solving problems

2. You should be careful when solving problems that may pose a risk to you during the .... step.
   a. building hypotheses b. collecting data on hypotheses
   c. hypothesis testing

3. While turning on the computer, you found that it is not responding. You guessed that there was a malfunction in the operating switch, this guess is called ....
   a. hypothesis b. digital citizenship c. digital footprint

4. To provide the proposed solutions to solve the problem of the computer speakers not working, you must first ....
   a. test the hypotheses b. prepare the hypotheses
   c. verify the success of the test

5. If your teacher asks you to solve a specific problem, you must .... the problem.
   a. leave b. break down c. prepare

6. The first step in problem solving is ....
   a. hypothesis testing b. hypothesis c. hypothesis building

7. The first step we take to prepare a healthy meal is ....
   a. preparing the meal b. finding a recipe
   c. bringing ingredients

8. The last step in organizing a trip is ....
   a. making a list of the rules
   b. deciding the location of the trip c. selecting the trip date

2 Put (✓) or (✗):

1. When making a guess to solve a problem, this guess is called the hypothesis test. ( )
2. Your success in solving the problem means you succeeded in testing your hypothesis. ( )
3. In the hypothesis testing stage, a guess is made about how the problem occurred. ( )
4. It is important to break complex problems into small parts when solving them. ( )
5. Problems should not be divided into small parts so as not to be difficult to solve. ( )
6. In your daily life, you do not face any problems when using ICT tools. ( )
7. Any big problem should be left without solving. ( )
8. It is preferable to break problems down into smaller sections. ( )

3 Rearrange the following steps to organize the class trip:

a. (............) Determine what everyone will need to bring with them.
b. (............) Decide on a destination for the trip.
c. (............) Determine when you will go and at what time.
d. (............) Find out the price of the trip per student.
e. (............) Determine how you and your class will get to the destination.

4 Your friend asked you to go with him to the cinema to watch a movie, try to arrange these steps:

a. (............) Ask your friend about a suitable time for him.
b. (............) Book a movie ticket from the cinema.
c. (............) Ask your friend which movie he would like to see.



1 Choose the correct answer:

1. Microsoft 365 package contains .... program.
   a. MS Word b. Paint c. Google Chrome

2. The small number of colors used inside the poster makes it ....
   a. difficult to understand b. striking c. lack good design

3. The amount of empty space between the edges of the poster is called ....
   a. fonts b. margin c. image options

4. You can add an image within PowerPoint by choosing ....
   a. Slide show b. Transitions c. Insert

5. Make sure to choose a font size that is .... when designing a poster or digital billboard.
   a. very small b. easy to read c. very large

6. To design for a digital poster or billboard, you will need ....
   a. a computer b. GPS c. TV

7. If you use .... font size, you will have to limit the amount of information.
   a. small b. too big c. suitable

8. Sometimes, ... fonts are better.
   a. decorative b. simple c. complicated

9. .... includes different options to choose from, such as PowerPoint, Word, and Publisher.
   a. Socializing b. Microsoft 365 c. Google

10. If you add content very close to the edges, it will look like the poster or billboard is ....
    a. easy to read   b. appealing   c. not appealing

11. Use .... images to the content you are sharing in the poster.
    a. clear   b. low-quality   c. inappropriate

12. Use .... for information you want to emphasize.
    a. big font size   b. bold colors   c. decorative fonts

2 Put (✓) or (✗):

1. Microsoft 365 includes Microsoft Word, PowerPoint and Publisher. (   )
2. To access Microsoft 365's bundle, you will need to have an updated digital device. (   )
3. It is important to crowd the edges of your billboard. (   )
4. Having a fixed margin of 25 mm helps you create a well-designed poster. (   )
5. While creating a poster; it is preferable to choose a large font. (   )
6. If you choose big font size, your audience will have to strain to read the information. (   )
7. We don't need images and colors to design a poster or digital billboard. (   )
8. More decorative fonts in your poster are not preferable when making it. (   )
9. Don't use more than three colors when making your billboard. (   )
10. It is not necessary to take in your consideration the color of the background when choosing the font color. (   )

3 Choose from column (A) what suits it in column (B):

Column (A)	Column (B)
1 Microsoft 365	a. We must leave it empty and not crowded.
2 Margins	b. Simple is better than complicated and decorative.
3 Colors	c. includes different options, such as Word and Publisher.
4 Fonts	d. Must be not more than three.

1 .... 2 .... 3 .... 4 ....

4 Circle the words that may help you ceate a good billboard:

1. Small fonts – Too large fonts – Decorative fonts – Simple fonts
2. Leaving margins empty – Using ten colors – Using three colors
3. Using clear images – Using low resolution images – Using inappropriate images

5 Create your digital poster to explain how to conserve water:



1 Choose the correct answer:

1. Books, articles, and newspapers are examples of ………………… .
   a. prints b. Word c. the internet
2. ………………… is/are a reliable source of information on the internet.
   a. Publications b. EKB c. Interviews
3. When you research, you need digital online sources, such as ………………… .
   a. interviews b. websites c. printed books
4. ………………… information comes from a reliable person and states current facts.
   a. Untrusted b. Questionable c. Trusted
5. ………………… information states opinions with little facts.
   a. Untrusted b. Questionable c. Trusted
6. Downloading MS Word from Microsoft website is ………………… .
   a. untrusted b. unsafe c. trusted
7. ………………… program is used for writing your CV.
   a. Word b. Excel c. Photoshop
8. ………………… program is a perfect way to record data in rows and columns.
   a. Word b. Excel c. Photoshop

2 Put (✓) or (✗):

1. Humans may have a positive or negative effect on plants and animals in their environment. ( )
2. Information sources should not be evaluated when collected. ( )
3. Spreadsheet software is an excellent way to gather information and gather your ideas. ( )
4. The explorer uses the internet or publications to research a topic. ( )
5. You can insert images into Excel files. ( )
6. You can change the font size and type on MS Word. ( )

Lesson 7
Planning for digital research

Conducting a digital search for reliable content:

- It's important to plan before conducting a digital search . planning will help you focus on the information you 're trying to gather.

1-choose your topic

Think : what do you know about the topic ?
What additional points do you want to learn about it ?
Write some notes

2-choose the type of electronic resources you will use :

Digital search can include audio , video and image sources, not just text sources.
Consider asking your teacher, parent, or school librarian for advice about which sources to use for your research .

3-prepare to evaluate the types of sources you have chosen are they reliable or unreliable ?



Unreliable sources

- You may find factual information on social media sites, such as Face book , wiki pages , and blogs . However , you are also likely to find information full of opinions, errors , and even lies.
- You must be wary of information you find on these types of sources .



Reliable content:

- Reliable sources are articles or information written and verified by experts .
- The information is presented in a professional fashion. The sources information is well-written without grammar or spelling mistakes.



As you conduct your digital research, be sure to :

- Focus on the topic you are researching
- once you find information that seems to answer your questions ,evaluate it. Is it reliable?
- After you are determined that the information is reliable ,take thorough notes .
- Be sure to write down what you're going to use from the source material.
- Don't forget to cite the sources information in your notes.
- You will need to credit the source in your report.

Organizing and writing your report :

After you have complete your online search

1- Gather your notes and reliable source information
2- Use your notes to write an out line .
3- The outline helps you present the information in your report in a logical way .

Writing an outline :

An outline should include

- An introduction that introduces the topic of the report
- Supporting paragraphs that present the information
- A conclusion or final thoughts on the information that you have presented



Reliable Sources	Unreliable Sources
- Reliable sources are articles or information written and verified by experts.	- You may find correct information on social media such as Facebook, wiki pages, and blogs.
- The information is presented in a professional present.	- You also likely that you will find information full with opinions, mistakes and even lies.
- The source information is well-written without grammar and spelling mistakes.	- You have to be careful when using the information you find in these types from sources.

Exercise

Q1 : Choose the correct answer:

1- When conducting research, it is necessary to mention the in the final report.
a. articles
b. outline
c. sources of information

2- ………………… are always written and verified by experts.
a. Reliable sources
b. Inaccurate
c. Unreliable sources

3- Facebook, Wiki pages, and blogs are ……………. sources.
a. reliable
b. accurate
C. unreliable

4- ……………………….. is the first step of conducting a digital search and obtaining reliable content.

a. A reliable source

b. Defining the topic of the research

c. The scheme

5- Social media sites, such as …………………. may include information full of opinions and errors

a. Facebook

b. EKB

c. Google

6- Ahmed wrote a research paper on tourism in Egypt and he quoted a part of a research from the Egyptian Knowledge Bank platform he must ………………………..

a. refer to publishers or authors in the research paper

b. publish the research without referring to the publishers

c.share the researches of others to sell them without their permission

7- It is essential that your research plan includes …………………….

a. paragraphs providing information

b. information of questionable

c. digital blogs

8- When conducting a digital search, your outline must include ……..

a. an introduction to the research topic

b. details far from the research topic

c. unreliable information

Lesson8
Synchronous & Asynchronous communication

- The internet allows us to communicate instantaneously.
- We can send a quick message
- have a friendly conversations quickly check doubts with people who are not present ,but instant communication is not always a good thing.
- Some time we need to give ourselves, or the people with whom we are communicating time to consider information we send our question or their answer.
- So it is important to know when each type of communication is appropriate



Synchronous communication is appropriate:

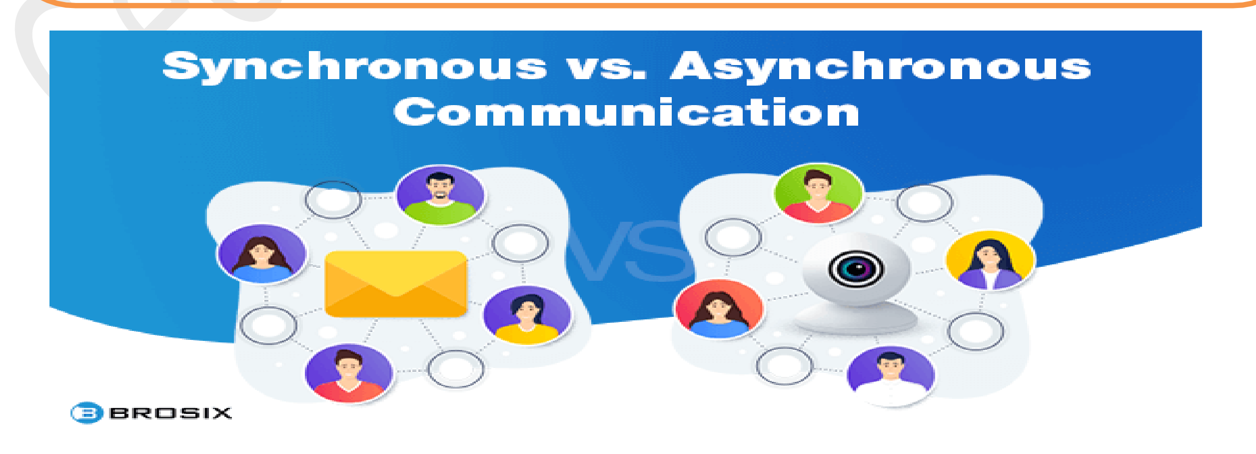
- Between friends or close family
- When the information is urgent or needs to be transmitted quickly
- When the information is about day – to day matters.
- When an answer does not require very much thought or preparation .

A Synchronous communication is appropriate:

- Between people who do not know each well.
- When the information is important but not urgent
- When the information is about sensitive or complex matters.
- When an answer requires thought and preparation .

Remember

- *Online4 learning environments include synchronous and asynchronous methods of communication.*
- *Choose the correct tool depending on the situation,*



Synchronous and asynchronous communication

Synchronous communication is appropriate:

- Between friends or close family members.
- When information is urgent or needs to be transmitted quickly.
- When information is about day-to-day life matters.
- When the answer doesn't require much thought or preparation.

Asynchronous communication is appropriate:

- Between people who don't know each other well.
- When information is important but not urgent.
- When information is about sensitive or complex matters.
- When an answer needs to be thought and prepared.

Exercise

1- Put true or false :

1- Synchronous communication doesn't happen in real-time. ()

2- Simultaneous communication is appropriate when it is between close family members.)

3- Asynchronous communication is appropriate when the information is important and requires rapid action. ( )

4- Online learning environments include synchronous communication only. ( )

5- We use simultaneous communication to have conversations with ( ) people who live far from us.

6- The internet only allows us to communicate simultaneously. ( )

7- Simultaneous communication is not always a good thing. ()

Theme 4 *Lesson 1*

Action Explorer

Internet of Elephants

Gautam Shah

- He is the founder of "internet of Elephants " organization.
- He is an expert in the field of information technology.
- He started to search for ways for using technology and games to save the wildlife.

Internet of animals

- An organization that uses innovative digital tools to strengthen the relationship between people and wildlife to save the animals all over the world.

- Gautam Shah used all data collected by the GPS to design interactive unique games on the on the internet using Augmented Reality Technology.

The Internet of Elephants



- It is an organization that uses ground-breaking digital tools to connect people with wildlife around the world.
- The team at *Internet of Elephants* with other animal conservation organizations from all over the world.
- The team uses the data which they collect via GPS to design interactive online games.
- *Internet of Elephants* creates unique mobile games, using augmented reality technology, and data display effects that allow people to interact with wonderful creatures.

-

Augmented Reality Technology.

- It allows us to see the real environment of things we want to see & provides information of them through digital tools.
- These games tell us the story of each animal and the player can track the wildlife of each animal individually .

Exercise

Q1: Put (√) or (X):

1- Augmented reality technologies help to provide information to you interactively.

2- Internet of Elephants is an organization concerned with wildlife. (   )

3- Internet of Elephants uses the data collected via the GPS to design interactive games. ( )

4- Wildlife conservation is protecting animals in the zoo.( )

5- Mr. Shah believes that using technology in online games brings wildlife into people's daily lives. ( )

6- Internet of Elephants creates unique mobile games using augmented reality. (   )

Q2: Complete the following sentences using the words between the brackets

(IT specialist - augmented reality - GPS-Wildlife conservation)

1- …………………… is protecting animals in their natural habitats.

2- Internet of Elephants creates unique mobile games using ………………..

3- Gautam Shah worked in many countries as ……………………………

4- They use the data they collected by…………… to create online games.

Lesson 2
Problem Solving Skills

How to solve problems

- Divide the problem into small parts , then start solving it gradually .

Problem :Your teacher asked you to help him in organizing a class trip

1- Select the location of the trip .
2- Select the date of the trip .
3- Ask about the price for each student .

4- Determine how your colleagues will reach the location of thetrip .
5- Decide what items the students must bring .
6- Make a list of the rules that must be followed on the trip day.

1- Make sure that the keyboard cable is connected to the correct position .
2- Turn on the computer .
3- Ask your teacher to help you solve the program
4- Open the word program.
5- Write some letters on the “Word ” program.

The important terms:



Problem-solving skills:

- It is a set of steps that you use to solve a problem of ICT.
- It makes the problem solving process easier.
- If these problems are complex, work on breaking these problems into small parts (sections) and solving them step-by-step.



A hypothesis:

- It's an educated guess about how things work.
- It is an attempt to answer your question with an explanation that can be tested.

Examples of solving ICT problems

The speakers are not working:

- Check the cable of speakers into C.P.U.
- Check the cable of speakers into electricity.
- Restart your computer.
- Ask your teacher or a family member to help.

The computer is having difficulty responding to user commands:

- Press "**Alt + Ctrl + Del**" from keyboard together.
- Restart your computer.
- Ask your teacher or a family member to help.

Word program is not responding to typing:

- Make sure the keyboard connection cable is plugged into the correct place.
- Reopen the Word program.
- Write some letters on the word program page.
- Try another keyboard and plugged its cable in the correct place.
- Restart the computer.

Steps to solve a problem:

- Building a hypothesis.
- Test your hypothesis.
- If your test isn't successful, don't worry. we learn from our mistakes.
- Learn how this can help you make your next hypothesis.
- If you have a group of people solving a problem, assign each person one section.

Exercise

Q1: Choose the correct answer:

1- …………………. is an attempt to answer your question with an explanation that can be tested.
   a. Hypothesis building   b. Hypothesis testing   c. Solving problems

2- You should be careful when solving problems that may pose a risk
   to you during the ……………………step.
   a. building hypotheses
   b. collecting data on hypotheses
   c. hypothesis testing

3- While turning on the computer, you found that it is not responding. You guessed that there was a malfunction in the operating switch,

this guess is called…………………………
a. hypothesis
b. digital citizenship
c. digital footprint

4- To provide the proposed solutions to solve the problem of the computer speakers not working, you must first.
a. test the hypotheses b. prepare the hypotheses
c. verify the success of the test

5- If your teacher asks you to solve a specific problem, you must ……… the problem.
a.leave
b. break down
c- prepare

6- The first step in problem solving is ……………………….
a. hypothesis testing
b. hypothesis
c. hypothesis building

7- The first step we take to prepare a healthy meal is …………………….
a. preparing the meal b. finding a recipe
c. bringing ingredients

8- The last step in organizing a trip is …………………………………..
a. making a list of the rules
b. deciding the location of the trip
c. selecting the trip date

Lesson 3

Presenting information to others

Think about the digital tools you'll need to best presentation of information.

Create a digital poster or billboard design

Office 365's bundle:

- It is a suite of apps that help you stay connected and get things done.
- Such as: Word® · Excel® · PowerPoint® · Microsoft Teams® · Publisher®.



When creating your poster or billboard, think about the following digital concepts:

Margins

- A margin is the space left around the edges of a poster or billboard.
- It is important to leave this space empty.
- If you add content too close to the edges, the poster or billboard will look cramped and crowded.
- A 25 mm margin will help design a good poster.

Font size and type

- If you choose a small font size, your audience will have to work hard to try to read the information.
- If you choose font size that's too big, you will have to shorten the information you share.
- Make sure to choose a font size that is easy to read.
- **Simple** is better, a complicated font is distracting and hard to read.

Colors

- Choose colors that help you get your message across.
- Use color combinations that match.
- It is best to use no more than three colors in the poster.
- Take in consideration the color of the background when choosing the font color.

Images

- Use images that match with the content you are sharing.
- Use clear, good-quality and appropriate images.

Example:

Wildlife Conservation

- Protect plant and animal habitats.
- Protect wild animals from pollution.
- Protect wild animals from hunted and sold.



Exercise

Put (√) or (X):

1- Microsoft 365 includes Microsoft Word, PowerPoint and Publisher. ( )

2- To access Microsoft 365's bundle, you will need to have an updated digital device. ( )

3- It is important to crowd the edges of your billboard. ( )

4- Having a fixed margin of 25 mm helps you create a well-designed poster. ( )

5- While creating a poster; it is preferable to choose a large font. ( )

6- If you choose big font size, your audience will have to strain to read the information. ( )

7- We don't need images and colors to design a poster or digital billboard. ( )

8- More decorative fonts in your poster are not preferable when making it. ( )

9- Don't use more than three colors when making your billboard. ( )

10- It is not necessary to take in your consideration the color of the background when choosing the font color. ( )

Lesson 4
Digital applications

- The first thing the explorer does is to research about the topic.
- When you research you need to use a variety of sources.

The information Sources

Print

Books - Articles - Newspapers - Encyclopaedias

The Internet

Search Engine - Specialized Websites

Digital Learning Websites - Egyptian Knowledge Bank

Interviews

With people who have experienced, Affected, or who have studied the topic.

Evaluate The Information Source

Trusted Source	Questionable Source	Untrusted Source
✓ The information comes from a reliable person or organization that uses reliable sources.	▲ The information comes from a person or organization that offers some sources.	✗ The information comes from a person or organization that doesn't have sources.
✓ A reliable person or organization cites sources and states current facts.	▲ A person or organization sometimes states their opinion intermixed with facts.	✗ A person or organization uses opinions with little facts.

Using Microsoft Word & Microsoft Excel



Microsoft Excel:



- Excel allows you to create a spreadsheet with as many columns and rows as you need.
- Excel is used to present numbers because it is able to add them automatically.
- Spreadsheets are an excellent way to gather information and gather your ideas.



Mirosoft Word:



- Word allows you to present your ideas in a variety of ways.
- Word is commonly used to write whatever you want.
- You can You can change the design, add images, and link your report to websites or information on the Internet.

Steps To open Microsoft Word program:

- Open Internet Explorer Browser.
- Write www.Microsoft365.com in address bar.
- Click Enter from keyboard.
- Sign in with your account on Microsoft 365.



Exercise

Q1: Choose the correct answer:

1- Books, articles, and newspapers are examples of ……………………………
a. prints
b. Word
c. the internet
2- ………………… is/are a reliable source of information on the internet.
a. Publications
b. c. Interviews
c. EKB
3-When you research, you need digital online sources, such as
a. interviews
b. websites
c. printed books
4-…………………. information comes from a reliable person and states current facts.
b. Questionable
a. Untrusted
c. Trusted
5- ………………… information states opinions with little facts.
a. Untrusted
b. Questionable
c. Trusted
6- Downloading MS Word from Microsoft website is
a. untrusted
b. unsafe
c. trusted

7- …………………… program is used for writing your CV. b. Excel

a. Word

b. Excel

c. Photoshop

8- …………………… program is a perfect way to record data in rows and columns.

a. Word

b. Excel

c. Photoshop

Q2 : Put (√) or (X):

1- Humans may have a positive or negative effect on plants and animals in their environment. ( )

2- Information sources should not be evaluated when collected. ( )

3- Spreadsheet software is an excellent way to gather information and gather your ideas. ( )

4- The explorer uses the internet or publications to research a topic. ( )

5- You can insert images into Excel files.( )

6- You can change the font size and type on MS Word.( )



FOURTH grade primary – second semester
Information and communication technology
lessons (1-4) THEME(4) Review – paper (1)

Q1: Gautam Shah founded .... organization to connect people with wildlife around the world.

A	National Geographic	B	Internet of Elephant	C	Global Health

Q2: Gautam Shah works as .... expert in many countries

A	Information Technology	B	Cultural Human Sciences	C	Social Sciences

Q3: Protecting animals in their natural habitats means .... conservation

A	marine life	B	social life	C	wild life

Q4: Gautam Shah believes in using .... to bring wildlife into people's daily interests.

A	Zoos	B	Schools , universities	C	Technology , games

Q5: using .... and data visualization effects allow people to interact with animals virtually

A	Augmented Reality	B	Bluetooth	C	Internet of Things

Q6: ..... lets you virtually see the real environment of the things you would like to see

A	Augmented Reality	B	Bluetooth	C	Internet of Things

Q7: If I make a scientific guess about how things happened, this is ....

A	Construct a Hypothesis	B	Test a Hypothesis	C	Characteristics of the hypothesis

Q8: .... is an attempt to answer your question with an explanation that can be tested.

A	Construct a Hypothesis	B	Test a Hypothesis	C	Characteristics of the hypothesis

Q9: During .... make sure that you Do not conduct any test which is not safe!

A	Construct a Hypothesis	B	Test a Hypothesis	C	Characteristics of the hypothesis

Q10: .... the problem helps you to solve it gradually, by achieving one small step after another

A	Identify	B	Breaking down	C	Comprehend

Q11: Your teacher asked you to organize a trip for the class. You have to start first with .... to make it easier to accomplish what was asked of you.

A	Know the number of students	B	Determine the itinerary	C	Divide it into small tasks

Q12:............ includes different options to choose from: PowerPoint, Word, and Publisher.

A	Office 365	B	Skype	C	Email

Q13: A.................... is the space left around the edges of your poster or billboard.

A	Limit	B	Margin	C	Direction

Q14:If you include content .... to the edge, it will appear cramped of poster .

A	too close	B	too far	C	Constant



Q15: Having a fixed margin of .... will help design a good poster.

A	2 mm	B	25 mm	C	25 cm

Q16: If you add content that is too close to the edges, this makes the poster .... from a visual point of view.

A	Plain	B	Attractive	C	Cramped

Q17: Choosing .... Font When presenting a poster or billboard, your audience will have to strain to read the information.

A	Too small	B	Too big	C	Simple

Q18: Choosing .... Font When presenting a poster or billboard , you'll have to limit the amount of information you share.

A	Too small	B	Too big	C	Simple

Q19: It is better not to use more than .... colors in the poster, taking into consideration the background color.

A	Three	B	Four	C	Five

Q20: You have to use ....quality design images in the poster, provided that they are clear and appropriate to the subject.

A	Low	B	Medium	C	High

Q21: One of various sources of information............. It consists of books, articles, newspapers and encyclopedias

A	Print	B	Internet	C	Interviews

Q22: Specialized search engines and digital learning sites from various sources of information in..............

A	Print	B	Internet	C	Interviews

Q23: Through .... you can evaluate the information you have obtained and see if it is reliable or not.

A	How current is the information?	B	presenting with a bias or unbiased?	C	Both of them

Q24:................ allows you to create a spreadsheet with as many columns and rows as you need.

A	Word	B	Excel	C	PowerPoint

Q25 ....is often used to present numbers as the program can add up numbers automatically.

A	Word	B	Excel	C	PowerPoint

Q26:............. allows you to write whatever you want. in a variety of ways.

A	Word	B	Excel	C	PowerPoint

Q27: Through .... you can change the design, add photos, and link your report to websites or information online

A	Word	B	Excel	C	PowerPoint



FOURTH grade primary – second semester
Information and communication technology
lessons (1-4) THEME(4) Review – paper (3)

Complete the following sentences with suitable words from the brackets:

(Augmented Reality – Technology and Games – Internet or Elephant – Information Technology – Wildlife – National Geographic)

1- Gautam Shah founded .... organization to connect people with wildlife around the world. (Internet or Elephant)

2 – Gautam Shah works as .... expert in many countries (Information Technology)

3-Protecting animals in their natural habitats means .... conservation (Wildlife)

4- .... lets you virtually see the real environment of the things you would like to see (Augmented Reality)

5 – Gautam believes in using .... to bring wildlife into people's daily interests. (Technology and Games)

Complete the following sentences with suitable words from the brackets:

(break down – Margin – Office 365 – Hypothesis Test – Excel – Hypothesis Construct)

1-If I make a scientific guess about how things happened, this is considered ....(Construct)

2-During .... make sure that you Do not conduct any test which is not safe!(Hypo test)

3-............... problems Helps in solving them gradually. By achieving one small step after another.(break down)

4-...... includes different options to choose from: PowerPoint, Word, and Publisher. (Office)

5-A.................... is the space left around the edges of your poster or billboard.(Margin)

Complete the following sentences with suitable words from the brackets:

(three – high – too close – very large – Cramped – four)

1- If you include content .... to the edge, it will appear cramped of poster (too close)

2- If you include content too close to the edge, this makes the poster .... (Cramped)

3- Choosing .... Font When presenting a poster or billboard , you'll have to limit the amount of information you share.(very large)

4- It is better not to use more than .... colors in the poster, taking into consideration the background color. (three)

5-You must use .... quality images in the poster, provided that they are clear and appropriate to the subject. (High)

Complete the following sentences with suitable words from the brackets:

(Internet – Excel – unbiased – Word – printed – PowerPoint)

1-Books, articles, newspapers, and encyclopedias from................. information sources (printed)

2-Specialized search engines and digital learning sites from multiple sources of information on .... (Internet)

3-That the information presented with..............this makes it reliable. (unbiased)

4:........... allows you to create a spreadsheet with as many columns and rows as you need. (Excel)

5-........... allows you to write what you want. Present your ideas in a variety of ways. (Word)

جروب (كوكب بي سي – محمود ياسين)



FOURTH grade primary – second semester
Information and communication technology
lessons (1-4) THEME(4) Review – paper (4)

Put the word (true) in front of the correct statement and the word (false) in front of the incorrect statement as follows:

1	Gautam founded National Geographic to connect between people and wildlife	False
2	Gautam Shah has worked as an IT expert in many countries	True
3	Technology and games can be used to bring wildlife into people's daily life	True
4	Augmented reality allows you to see the real environment of things virtually	True
5	Augmented reality technologies help present information to you in an interactive way.	True
6	Augmented reality effects and data can be viewed through a mobile phone	False
7	Gautam Shah worked to attract children's attention to wildlife through mobile games	True
8	Gautam Shah collects data on the locations of wild animals through the Global Positioning System	True
9	When making a guess to solve a problem, this guess is called "hypothesis".	True
10	Your success in solving the problem means your success in testing your hypothesis.	True
11	In the hypothesis testing, a guess is made about how the problem occurred.	false
12	When testing a hypothesis, do not take any action that puts you in dander	True
13	It is important to break down problems into smaller sections when solving	True
14	Excel includes various options for designing a poster or billboard	false
15	To access Microsoft 365's bundle, you will need an updated digital device that supports the program	True
16	It doesn't matter to leave an empty space between the edges of the poster or billboard and its content	false
17	If you add content too close to the edges of the poster it will look more visually appealing	false
18	If you add content too close to the edges of the poster it will make it cramped	True
19	Having a fixed margin such as 25 mm helps you create a well-designed poster	True
20	When you present a poster, your audience should be able to see your information easily	True
21	Always make sure to choose an easy-to-read font size when presenting a poster	True
22	It is preferable to choose a very large font size in the design for easy reading of the text	False
23	Choosing too small font size helps make your billboard easier for your audience to read	False
24	It is preferable not to use more than three colors in the poster	True
25	The background color does not matter when choosing the font color for the poster	False
26	You can use low quality images in your poster design	False
27	The images you use must match the content you share on the billboard	True
28	Interviews with people who have experienced the topic are among the many sources of research	True
29	In the event that the information is presented with bias, it is from your reliable sources	False
30	You can assess the reliability of a source of information by the sources and evidence it provides	True
31	Your reliance on facts and be far from opinions helps you evaluate sources of information	True
32	Word allows you to create a spreadsheet with as many columns and rows as you need	False
33	Excel is often used to present numbers as the program can add up numbers automatically.	True
34	Through Word, you can write what you want and present your ideas in a variety of ways	True
35	You can link your report in Word to websites or information online	True

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